

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave., GEF 1, Room D203

Madison, WI

January 16, 2004

10:00 AM - 1:00 PM

The W-2 Contract and Implementation Committee is the single point of contact for feedback to the Department of Workforce Development (DWD) on policy implementation related to W-2 agencies, and includes representation from the Wisconsin County Human Service Association (WCHSA), Urban Caucus counties, and W-2 private agencies in Milwaukee County and the balance of state.

COMMITTEE: Members (Present = X)

X Bill Clingan, Chair	DWD/DWS	Kathi Madsen	Douglas County
X Phyllis Bermingham	Marathon Co.	X Teresa Pierce	Workforce Connections
X Michelle Buckingham	OIC-GM	X Marilyn Putz	Kaiser Group
X Marcia Christiansen	Forward Service Corp.	X Terri Rapp	Wood County
X Liz Green	Dane County	X John Rathman	Outagamie County
X Connie Hendries	Manitowoc County	X Shirley Ross	LaCrosse County
X Deb Hughes	Southwest Consortium	X Jerry Stepaniak	MAXIMUS
X Ed Kamin	Kenosha County	Cindy Sutton	Rock County
X Shirley Kitchen	Dodge County	Michael Van Dyke	Door County
X Tina Koehn	UMOS		

COMMITTEE: Alternates (Present = X)

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DWD STAFF ATTENDEES:

LaTanya Dukes, DWS/BPS
Kevin Crampton, DWS/BPS
Nancy Buckwalter, DWS/BPS
Ron Hunt, DWS/AO
Francine Horton, DWS/BWI
Lee Mutchler, ASD/BB
Jude Morse, DWSBPS

Fred Bartol, DWS/BWP
Kelly Millard, DWS/BDS
Thia Heil, DWS/BJS
Jane Kahl, DWS/BWP
Linda Preysz, DWS/BWP
Dianne Reynolds, DWS/BWP
Janice Peters, DWS/BWP

Jill Jokela, ASD/BITS
Pat McDonnell, DWS/AO
Gerry Mayhew, DWS/BPS
Jacquie Piraino, DWS/BDS
Brenda Bell-White, DWS/BPS
Joan Larson, DWS/BDS

GUESTS:

Jane Batha, ACS
Carmen Rivera, OIC-GM
Mary Coleman, OIC-GM

Rich Kammerud, Polk Co.
Carol Medaris, WCCF
Susan Fergus , Racine County

Kathryn Moore, OSER
Shawn Smith, Hudson Institute
John Wilberding, MAXIMUS

Linda Brandenburg, OIC-GM
Beth Hicks, UMOs
Tom Prete, CW Solutions
Judy Steinbicer, Rock County
Connie Matson, Price County

Karen Rotker, ACLU
Julie Kerkick, New Hope Project
Pam Fendt, UWM CED
Charlie Sparr, Marathon Co. DET

Jan Alft, Marathon County DET
Erin Fath, DOA
Anne Carrell, PAW Consortium
Dorreen Alfred, PAW Consortium

RECORDER: Theresa Loerke, DWS/BPS

Introductions

Secretary Roberta Gassman presented updates and an introduction of Bill Clingan, DWS Administrator:

- Bettie A. Rodgers, formerly the DWS Administrator, was chosen by DWD as the on-site monitor for OIC in Milwaukee. Ms. Rodgers reports directly to the DWD Secretary's Office;
- This created an opportunity to appoint a new DWS Administrator, and Bill Clingan was appointed. Secretary Gassman reported that Bill Clingan has excellent leadership skills and a rich background in employment and training programs. He has worked in direct services for a technical college and Dane County. He also is an elected official on the Madison School Board;
- Secretary Gassman's confirmation hearing as a cabinet agency secretary was held this week. She received strong support from many and more than fifty letters supporting her confirmation;
- Regarding Transitional Jobs, the Joint Finance Committee met on December 16, 2003 and passed a motion directing the Department to discontinue implementation of transitional jobs unless separate legislation was enacted. The Governor subsequently vetoed the minutes of the 13.10 meeting related to that provision. The Secretary subsequently met with Rep. Huebsch to discuss a demonstration proposal within the Trial Jobs tier of W-2 that would provide for an increased employer subsidy, no requirement for the employer to hire the individual, and the W-2 agency could choose to hire an intermediary agency if desired by the W-2 agency. This revised approach would be designed to enroll 1,000 participants and would be budgeted at \$6 million. The program would start in July instead of April as originally planned. DWD's intent is that monies not used for Transitional Jobs could be allocated to W-2 agencies statewide for W-2 needs.
- Secretary Gassman also reported that Wisconsin was awarded one of six state grants from the National Governor's Association Policy Academy to strategize how to most effectively work across government and with partners to improve outcomes for low income families and vulnerable children. The Department of Public Instruction (DPI), Department of Health and Family Services (DHFS), and DWD will pool resources and coordinate TANF and child welfare programs.

Secretary Gassman asked Bill Clingan to provide further information on his background. Bill Clingan noted that he has a well rounded background featuring employment and training experience, direct services, work in job centers, work for and with technical colleges, and that he has worked closely with the W-2 program and child care issues. C&I Committee members, DWD staff and guests then introduced themselves.

Minutes Approval

A motion was made by Deb Hughes and seconded by Ed Kamin to approve the November 21, 2003 minutes. Connie Hendries asked for a friendly amendment to add a statement to reflect that at the November meeting, she asked DWS for a re-articulated philosophy and vision of W-2. Ed Kamin recommended that this statement be added to the minutes in the discussion about the C&I Committee Focus. The minutes were approved as amended.

Contract Issues Subcommittee

Ed Kamin stated that there was no report because the Subcommittee did not meet pending direction from DWS on the 2004-05 C&I Committee.

Program and Policy Development Subcommittee

Marilyn Putz stated the Subcommittee had no updates and they are waiting for a response from DWS on the issue paper from the November C&I meeting regarding changes to W-2 Benefits.

Performance Standards Subcommittee

Marilyn Putz asked that a new chair be designated for this Subcommittee because Tom Prete is no longer serving in this capacity. (Later in the meeting, Michelle Buckingham, OIC-GM, agreed to chair the Performance Standards Subcommittee.) Marilyn stated that the Subcommittee is waiting for a response from DWS on the issue paper from the November C&I meeting requesting a weekly exception report for the Timely Entry of Extensions Decisions Performance Standard. Tom Prete reported that at least 30 agencies request expert level WISDOM training. Tom Prete and Marcia Christiansen will coordinate revising the list of the 30 agencies and submit the list to Nancy Buckwalter for DWS follow-up.

W-2, Income Maintenance, Food Stamp Employment and Training, and Child Care Coordination Subcommittee

John Rathman reported that the Subcommittee recently met with the DOA Energy Assistance Program regarding program coordination. The Subcommittee is reviewing ways to match data to show correlations between DOA Energy Assistance recipients and other participants, such as Food Stamp Employment and Training (FSET) and Child Care.

Client Assistance for Reemployment and Economic Support (CARES)/Information Technology (IT) Subcommittee

Liz Green stated that there was no report because the Subcommittee did not meet.

Caseload Information Subcommittee

Jerry Stepaniak reported there was no report because the Subcommittee did not meet. Jerry requested: 1) cooperation between DWS and the Subcommittee regarding caseload reports; 2) a DWS staff liaison for the Subcommittee; and 3) DWS's commitment to work with the Subcommittee and clarification on the role of the Subcommittee. C&I Committee members agreed that they have found past reports shared by DWS on behalf of the Subcommittee to helpful.

BDS Updates

Jacquie Piraino reported that 2004-05 W-2 Contract Amendments are process, and include seven technical amendments. Jacquie reviewed the amendments, which are listed on the W-2 website at <http://www.dwd.state.wi.us/dws/w2/contracts/whatsnew.htm>. Jacquie noted that the 2004-05 allocation amounts for Related Programs were sent to W-2 agencies via the Regional Offices.

Jacquie Piraino reported that DWS is working on clarifying 2004-05 subcontract requirements for the Affidavit of Fair Competition, the Agency identification form, and insurance. However, subcontract agencies are not released from liability as subcontract entities.

BWP Updates

Dianne Reynolds noted that the update on Transitional Jobs was provided earlier in the meeting by Secretary Roberta Gassman.

Regarding Ops Memo 03-77 on Educational Needs Assessment for W-2 Applicants, Dianne Reynolds reported that many questions were identified after the Ops Memo was issued in December. Heidi Hammes reported on questions and answers. C&I members requested a follow-up Ops Memo, and an opportunity to comment on the follow-up Ops Memo prior to its release.

A C&I member noted that the Policy Subcommittee's perspective on these issues would be useful for an analysis of how the policy will work with process. Another C&I member asked that the philosophical goals of W-2 be reconciled with the revised eight W-2 Principles which were included in the 2004-05 W-2 RFP.

Some discussion followed on what to do about participants who refuse the educational needs assessment. An advocate guest commented that this could be an ADA issue. Further discussion included:

- If a participant does not come in for the educational needs assessment, it is the FEP's responsibility to follow-up and determine why they did not;
- If a participant has secondary or post-secondary school attainment, that does not automatically indicate they would be exempted from the assessment;

- If a person has limited English proficiency, there are alternative tools available to assess their educational needs.

Regarding Ops Memo 03-81 on W-2 and Limited SSI Ending for Certain Citizens, Dianne Reynolds stated that the Memo communicates that certain citizens with SSI benefits ending may now be eligible for W-2. DHFS already issued a policy on this. DWD issued the Ops Memo 03-81 as a follow-up.

Update on 2004-05 TANF Biennial Budget

Tom Smith, ASD/Budget Bureau Director, distributed the document titled 03-05 Biennial Budget Summary for TANF and Related Programs. This was prepared by ASD/Budget Bureau for the Legislative Fiscal Bureau. The document shows how the base budget was divided, how it is disbursed among many programs, and the many changes/transfers made between programs. This budget includes the State's contribution of GPR and maintenance of effort (MOE). Agencies may use this chart for local presentations on TANF. The discussion included recommendations to closely monitor TANF balances at the both the state and local levels so any deficits can be identified and addressed as soon as possible.

Listening Session on Concerns and Suggestions

Bill Clingan asked for input on DWS communications including timeliness, who should be involved, when are communications needed, etc. He pointed out that his impression from reading the November C&I minutes is that even though C&I input is collected, C&I does not decide the outcomes. The resulting discussion included the following:

- C&I Committee minutes state that C&I is the “single point of contact for feedback to DWD on policy implementation related to W-2 agencies”;
- W-2 agencies and C&I understand their advisory role;
- W-2 agencies restated that their input to DWD is crucial;
- C&I members recommended that C&I be a high-level policy focus group;
- C&I members stated that the C&I Subcommittees are working and asked that the Subcommittees remain in place to do operational review and technical work whenever appropriate;
- The C&I Committee’s charge needs to be re-stated and C&I members requested that this be discussed at the next C&I meeting;
- C&I recommends that DWD and C&I work with sister agencies;
- W-2 agencies asked that DWD consider W-2 agencies as partners;
- W-2 agencies requested that any tone of adversarial relationship with DWD be eliminated;
- C&I members recommended that issues be discussed openly and honestly, welcoming all options;
- Some C&I members asked that the C&I Committee meet monthly; and
- W-2 agencies agreed that advocates’ input is important.

Some discussion focussed on how to include advocates in meetings. Options suggested included the following:

- Include advocates in the C&I Committee;
- Include advocates in their own committee/meeting time with DWD;
- Advocate input in Milwaukee has led to various policy changes and the role of advocates is important;
- Advocates may meet with C&I as guests;
- Advocates could have a time on the C&I agenda for advocates;
- Every C&I meeting could include opening the discussion to input from anyone present (advocates and others);
- Advocates could have representatives on the C&I Committee membership; and
- It is helpful to know what is meant by a person being an advocate and what they represent.

Brenda Bell-White noted that the Milwaukee W-2 Monitoring Committee consists of W-2 agencies and advocates (half W-2 agencies and half advocates). Brenda also noted that some Milwaukee advocates have requested W-2 participants at C&I meetings.

Many C&I members thanked Bill Clingan for the positive tone he set at this meeting. Bill stated he will issue information about the frequency of future meetings to follow-up on this meeting’s discussion. Bill noted that he would talk with DWS staff about the workload impact of C&I meetings. A C&I member asked that C&I meetings be monthly for now while contracts are getting started and this could be reconsidered later and changed to meeting during alternate months.

The Committee noted that Phyllis Bermingham is retiring and this is her last meeting. The group applauded her efforts and accomplishments over the years.

NEXT MEETING DATE: March 19, 2004
201 E. Washington St., Room D203, Madison, WI